** CAPEL PRE-SCHOOL** Reg Charity No: 271366

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**Newsletter Term 5 2019**

Welcome to the beginning of Term Five. We hope you had a pleasant spring holiday and are looking forward to the term ahead.

There is a signing-in book by the door in the corridor. It is an Ofsted requirement that *an adult* dropping off a child at Pre-School signs this. We know there is sometimes a queue and staff are there to help, but please note neither they nor a school-age sibling are able to sign in for you.

**WANTED!!!!**

We are short of crockery – small plates, cups and saucers for the home corner and also any outgrown coats. If you can help with donating any of these items, we would be very grateful.

**Car Park**

Please can we remind you once again to take extra care in the car park – it is a busy place, especially in the morning, with lots of children and dog walkers there too. We do appreciate your support with this matter. Also, may we remind you that you can only park in the disabled space if you have your badge displayed in your car window.

**Pre-School Toilets**

Once you have picked up your child please be aware that staff will not be able to allow you to re-enter the hall to use the toilets again and your support with this is greatly appreciated.

**Sun Protection:**

We all enjoy the days when the sun shines and so do the children. To minimise the risk of sunburn, we will supply the children with Hypo Allergenic/Sensitive sun-cream and sunhats when necessary. If you have any spare sunhats that you are able to donate to us that would be very helpful. If you think that your child may be allergic to our sun-cream and you would like to provide your own sun-cream then please name the bottle and give it to a staff member.

**Sickness/Absence – YOU MUST PHONE ON THE MORNING TO LET US KNOW**

All absences from Pre-school have to be recorded in our register. If your child is unable to attend, whatever the reason, you must phone to let us know. REMEMBER that any child who is sick or has diarrhea must remain at home for **48 hours** from the last time they were ill.

**Lost Property:**

Please remember to name all of your child’s belongings. If your child loses an item of clothing during a session, please check in the Lost Property Box, which is kept in the main entrance hall. Clearly-named items can usually be returned readily at the end of each session. We ask that children do not bring in any items that are precious to them. We cannot be responsible for them and things do get lost and/or broken.

**Indoor and Outdoor Shoes:**

Before children enter the main hall, to minimise the risk of slippery surfaces and dirt in the hall, please assist your child by changing their shoes for plimsolls. Every child has been provided with a named box in which to place their outside shoes. We actively encourage children to use the outside play area and in dry weather they will wear their plimsolls – if the ground is muddy then we provide wellies for them. Please remember no open toed shoes or sandals are to be worn at Pre-School.

It is the parents’ responsibility to help their child to change their shoes. Staff are busy at this time starting off the Pre-School session and ensuring the safety of all children as parents enter and leave the building.

The children’s boxes are only for shoes, spare nappies, and comforters. Nothing else should be left in any boxes at any time. All children have access to the boxes. Anything else, such as drinks, snacks, sun cream, or medicines must be handed directly to a member of staff.

**Packed Lunches:**

Please make sure that you name your child’s lunch box and drink. Our kitchen area can become very warm during the summer months. There is some space in the fridge for lunches but it is not possible for us to refrigerate all lunches. We therefore recommend that you place an ice pack inside your child’s lunchbox to maintain the food’s freshness. In the interests of children with severe food allergies, Capel Pre-School has a “no nuts or nut products” policy. We ask that you put only water in your child’s drink bottle. As part of our curriculum we discuss ‘Healthy Eating’ and lunch time provides a perfect opportunity for this debate. Do remember to use our Lunch Suggestion List if you need any guidance regarding what to put in your child’s lunch box. Thank you for supporting the children in this very important aspect of their learning.

**Primary School Visits:**

In recent years, Primary Schools have invited children joining from the Pre-School to visit them for a session during the term before they start school. It is very beneficial for your child to make their visit and greatly assists the settling-in process during the transition period. We are not sure of the dates yet, but will inform you when we do.

We do contact all the Primary Schools that our children will be moving onto and invite them to visit the children at our setting in order to get to know them and also for us to share information about your child to aid the transition process

**Key Worker Meetings:**

The Parents and Carers of any child starting Primary School in September will be offered a Transition to School meeting with their child’s Key Person. Your Key Person will contact you to make an appointment in term 6.

**2nd Hand Uniform Box:**

Second hand uniform is available for purchase from the box in the corridor. Money from these sales goes to buy new activities and books for the children. If any leaving families are able to then please do donate your unwanted uniform.

**Easter Bonnet Parade**

We would like to thank all those who helped the children to create such wonderful Easter Bonnets! It was a lovely event made more special by our Chair June visiting to see all the bonnets and hand out prizes. All children received a prize but the 1st, 2nd and 3rd places when to Tom K, Bethany and Theo M respectively.

**IMPORTANT DATES FOR YOUR DIARY:**

**Healthy Life Style Week 6th – 10th May**

We will be doing lots of activities around exercise and food (including food tasting) during this week.

**Capel Pre-School Management Committee Meeting**

The Management Committee’s next meeting is on Wednesday 22nd May 2019. If you have any questions or information that you would like to bring to the Committee’s attention, your Pre-School Parent Representative (Carolyn Keeping) would be pleased to assist, or you could let either Zita or Alison know of anything you wish to be discussed. We do have a parent who is going through the application process to become a Parent Representative, but we would appreciate it if anyone who would be interested in joining the Committee would get in touch either with Zita or Alison. It is not a time-consuming role, but a very important one to the smooth running of the Pre-School.

Unlike most local Pre-Schools who rely on parents to become the Chair and Treasurer these are all roles that are already filled. Our Chair and Treasurer are volunteers who have been involved with us for many, many years and this gives us the stability that is necessary to be able to let the staff be just concerned about the children.

You will, most likely, have read about the difficulties facing many Early Years Settings with funding levels from Government set low and not having increased with other costs. Due to the diligence, enthusiasm and professional management of our Pre-School finances by both June and Gregg, we are lucky to not have concerns at present about this.

A nomination form is attached to this email should you wish to put yourself forward and any parent may register.

**Date for Photographer**

The photographer will be coming to visit us on Thursday 16th May – this will be a group photograph and will be for Thursday children. However, should your child have joined in either November, January, February or April and you would like to have an individual photo taken of them then please let Zita know and arrive on the day at 9am.

**Work Experience Student**

Please be aware that a work experience student will be with us from 29th April 2019 for one week. We are looking forward to welcoming Kitty to our Pre-School.

**Capel Fete and Carnival – Saturday 6th July 2019**

The theme this year is “Out of Space”. We are not sure about what we are dressing up as yet so more details will be circulated about this as soon as we have any information.

All the family are welcome to join us for this event – grandparents and siblings as well as parents – but all must be dressed up! If you are going to be pushing a push-chair, please decorate this too. Unfortunately, children who are not accompanied by an adult will not be able to take part.

**Sport’s Day and Presentation - Thursday 18th July 2019 at 2pm**

Four Plus Group (Thursday group) is Sports Day, followed by a presentation by the Pre-School staff to every individual child. For the occasion, please make sure your child has their trainers or plimsolls and a sunhat. All parents, carers, grandparents and friends of children in the Four Plus Group are invited to attend. Parents may take their child after this event so that they are able to pick up older siblings on time.

**Summer Picnic – Monday 18th June 2019**

We will be holding an End-of-Year Picnic for all children, parents, carers, siblings, and grandparents to celebrate the end of the Pre-School year. The Picnic begins straight after Pre-School finishes – the staff will join in as soon as they have finished packing away.

Finally, we operate an open-door policy at the Pre-School. If you have any concerns or worries then please do get in contact with Zita or any other member of staff.

Best wishes to all for the coming Term,

**Capel Pre-School Staff**

Term Dates

September 2019 – July 2020

**Term One** Thursday 5th September 2019 to Friday 18th October 2019

**Term Two** Monday 28th October 2019 to Monday 16th December 2019

**Term Three** Monday 6th January 2020 to Friday 14th February 2020

**Term Four** Monday 24th February to Wednesday 1st April 2020

**Term Five** Thursday 16th April 2020 to Friday 22nd May 2020

**Term Six** Monday 1st June 2020 to Wednesday 22nd July 2020